



UNITED STATES MARINE CORPS
HEADQUARTERS AND SERVICE BATTALION
MARINE CORPS BASE
QUANTICO, VIRGINIA 22134-5043

BnO 11000.3K

B 07-4

16 Oct 01

BATTALION ORDER 11000.3K

From: Commanding Officer
To: Distribution List

Subj: SECTION POLICE RESPONSIBILITIES WITHIN AREA 1

Ref: (a) MCBO 11104.1

Encl: (1) Area 1 Diagram

1. Purpose. To assign areas of responsibilities for police of outdoor sites, roads, training areas and other related locations within Area 1 as set forth by the reference.

2. Cancellation. BnO 11000.3J.

3. Definition. Police, as used in this Order, includes the following tasks:

a. Grass cutting and associated trimming/sweeping around hedges, sidewalks, curbs, and buildings or other structures to include plants, bushes and trees.

b. Removing grass and weeds from cracks in sidewalks, curbs, driveways, or paved/unpaved parking lots and roadway surfaces.

c. Leaf raking.

d. Clearing storm drain entrance points and gutters.

e. Snow shoveling of sidewalks, steps and accesses to parking areas.

f. Pickup and disposal of waste paper, beverage cans, dead limbs, twigs and other miscellaneous trash.

g. Submitting the appropriate work request to Facilities Maintenance Branch to effect the maintenance and repair of all discrepancies beyond the tenant unit's capability to perform, i.e., tree removal, elevated pruning of trees and bushes, sidewalk repair, down-spout/gutter repair, etc.

BnO 11000.3K

16 Oct 01

4. Responsibilities. Area 1 contains 19 sections. The tenants of each section are responsible for the police of their section. The enclosure provides a diagram depicting the boundaries of each section. Further clarification of these boundaries and exceptions to the "police" definition follow:

a. Section 1 - New Parent Support Program/Family Services - Police inside the fence line.

b. Section 2 - Marine Security Guard Battalion - Northern half of parking lot 17. Area on the west side of Elliot Road over to the existing telephone pole and north to the steam pipe. Area on the east side of Elliot road north to the steps/sidewalk and east to the main sidewalk.

c. Section 3 - Security Battalion - Bounded east and west by Barnett and Hawkins Avenues. North and south boundaries are midway to adjacent buildings.

d. Section 4 - Dining Facility - Area immediately to the west. Grass cutting, trimming of shrubbery, and snow removal are omitted from the definition of police.

e. Section 5 - Telecommunications - Bounded by the woodline to the west and south, east two feet beyond the sidewalk and extending north to the steps/sidewalk.

f. Section 6 - Manpower Management Support Branch - Eastern boundary is the main sidewalk. Area extends north/south parallel to the northern most and southern most wings of the building. Western boundary is Elliot Road. All tenants of Building 2008 will share in the responsibility for snow removal to include the steps/sidewalks leading to the parking lots and emptying of outdoor trash/smoking receptacles.

g. Section 7 - Tenants of Building 2006 - Western boundary is the sidewalk/driveway. Eastern boundary is Hawkins Avenue. Southern boundary is the sidewalk and the northern boundary is 20 feet away from the edge of the building.

h. Section 8 - Local 1786 - Grass areas to the west and north of Building 1002.

i. Section 9 - Training and Education Division - Boundaries to the west and south are parking lot 7 and Elliot road respectively. Eastern edge is the sidewalk even with Hawkins Avenue. The northern boundary is the outer edge of the parking/Iron Mike memorial. Eastern boundary is the sidewalk.

j. Section 10 - Little Hall (MCCS) - The area encompassed by Barnett Avenue, Wharton Road and Labelle Street.

k. Section 11 - Sports Field/Car Wash (MCCS) - The southern boundary is parking lot 18 and Henderson Road. West, north and east boundaries are Barnett Avenue, Bordelon Street and the chain like fence, respectively.

l. Section 12 - MCOTEA - All grassy areas adjacent to Building 3035.

m. Section 13 - 7-Day Store (MCCS) - All grassy areas adjacent to Building 3048.

n. Section 14 - Tire and Service Center (MCCS) - All paved and grassy areas adjacent to Building 3141.

o. Section 15 - Housing Office (Facilities Division) - All grassy areas adjacent to Building 3049.

p. Section 16 - Building 2004 - Southern boundary is the sidewalk. Western boundary is Barnett Avenue. Northern boundary is the sidewalk and the eastern boundary is drawn at the outer edge of the building wings.

q. Section 17 - Fire Department - Boundaries are the sidewalk to the south, Barnett Avenue and Elliot Street to the west and north and Julian Drive to the east.

r. Section 18 - Marine Federal Credit Union - All grassy areas adjacent to the building.

s. Section 19 - Marine Corps Systems Command (MARCORSYSCOM) - All grassy areas to extend out to parking lot 6 to the north, Julian Drive to the east, Martin Street to the south, and Barnett Avenue to the west.

5. Action

a. Commanding Officers/Directors/Section Heads

(1) Are requested to comply with the appropriate provisions of this Order.

(2) Ensure that your section areas are in a proper state of police prior to 0730 each working day.

(3) In cases where facilities within a section are shared, establish a reasonable compromise as to fair share police of the section.

3

BnO 11000.3K
16 Oct 01

b. HQSVCBn Company Commanders. Company Commanders will provide two Marines to be assigned to the Battalion Police. These Marines will report to the S-4 at 0725 each working day and serve for a period of 30 days.

c. HQSVCBn S-4. Assume cognizance over the Area 1 Police Detail and insure the proper police of all areas within Area 1 which are not included within a numbered section.

R. BARRY CRONIN

DISTRIBUTION: A

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